

Opening Date: August 4, 2014 - Repost
Closing Date: Open Until Filled
Work Location: Lubbock, Texas
Posting Number: 14-78
Monthly Salary: \$4,000-5,000 *Salary commensurate with experience & qualifications
Group/Class: B19/2129; B21/2151
Travel: 25-50% mostly day trips
Division: Water Supply & Infrastructure/Inspection & Field Support
Number of Positions: 01
Position Number: 1583

JOB VACANCY NOTICE

Engineering Specialist III/Engineer I

*Apply Via Mail/Hand Delivery: Texas Water Development Board
Stephen F. Austin Building, 1700 North Congress Ave., Room 670,
Austin, Texas 78701, via facsimile (512) 463-7644, or via email
HR@twdb.texas.gov. Refer to Human Resources (512) 475-2142
Equal Opportunity Employer*

Job Description

Perform inspections and technical work related to monitoring TWDB funded projects during pre-construction, construction and post construction phases. Work under moderate supervision, with initiative and independent judgment. Initiate contact with local communities through outreach efforts to promote TWDB financing programs.

Essential Job Function

- Reviews plans and specifications for biddability and constructibility prior to bidding of agency-funded projects.
- Participates in and represents the agency at preconstruction conferences.
- Inspects construction of water and wastewater treatment systems to monitor/manage construction progress, quality and assists with resolution of problems, and to ensure compliance with program requirements.
- Prepares inspection reports, letters, memos; and related correspondence; and performs data entry.
- Performs other special project related tasks as assigned.
- Participates in and represents the agency at various local events including program information meetings and pre-construction meetings.

Minimum Qualifications

- Graduation from an accredited four year college or university with a degree in engineering, construction management or related field.
- Two (2) or more years of direct experience in engineering, construction inspection, or construction management.
- Experience and education may be substituted for one another.

Preferred Qualifications

- Prefer E. I. T. for Engineering Specialist III.
- Texas Professional Engineer's License required for Engineer I.

Knowledge, Skills, and Abilities

- Knowledge of construction, including concrete, piping, earthwork, foundations and underground utilities.
- Knowledge about electrical and mechanical components associated with pumps and lift stations, as well as water and wastewater treatment systems.
- Knowledge of OSHA construction site standards.
- Knowledge of construction methods and practices, engineering techniques, principles & theories; ability to apply these concepts to review and evaluate plans and specifications.
- Knowledge of Water/Wastewater design and operations.
- Skills in utilizing MS Word processing and/or spreadsheet software.
- Skills in utilizing MS Access.
- Ability to communicate effectively both verbally and in writing.
- Ability to work as a team member in a courteous and effective manner.
- Ability to evaluate, analyze, and compile data in the required electronic report format.
- Ability to work with limited oversight within a remote field office.

Remarks

- Copy of required academic transcripts and/or licensures and copy of driving record must be submitted at the time

Female and minority applicants are encouraged to apply.

Males born on or after January 1, 1960, will be required to present proof of Selective Service registration on the first day of employment or proof of exemption from Selective Service registration requirement. All offers of employment are contingent upon the candidate having legal authorization to work in the United States. Failure to present such authorization within the time specified by the U.S. Department of Labor will result in the offer being rescinded. Only applicants interviewed will be notified of their selection or non-selection. Resumes will not be accepted in place of a completed State of Texas application unless indicated.

HR-002

Revised 4/29/14



The Texas Water Development Board does not discriminate on basis of race, color, national origin, sex, religion, age, or disability in employment or provision of services, programs, or activities. www.twdb.texas.gov/jobs

Job Vacancy Notice (cont.)

Posting number 14-78

of hire. Failure to provide required documentation will result in no further consideration for employment.

- Important Notice: Otherwise qualified candidates who are ultimately considered for potential employment with the Texas Water Development Board may be the subject of a request for any criminal history record information maintained by the Texas Department of Public Safety (DPS). Evidence of a criminal conviction or other relevant information obtained from the DPS shall not automatically disqualify an individual from employment with the Texas Water Development Board.